

6 FEB 1984

25X1

NOTE FOR: Chief, [REDACTED] SD/OL

25X1

FROM: [REDACTED]
Chief, Supply Management Branch, SD/OL

SUBJECT: Commo Study - 1984

Ken,

25X1

The D/L has tasked me to work with a senior Office of Communications (OC) individual to jointly look at the organization and effectiveness of Logistics support to OC. The attached explains the charter and the study teams strategy. While the study will concentrate on the Logistics organization within OC, we would like size and include in our study major areas where workloads are placed upon Office of Logistics components by OC. To help us with the task at hand, would you please have someone develop the volume of business OC places on [REDACTED] We would be specifically interested in such things as shipments made on behalf of OC, weights and cubes, volume of warehouse space dedicated to OC material, etc. The stats can be monthly, quarterly, or annually, whichever is simplest. Since we are working on a relatively short deadline, we would appreciate the information by the 17th of February. If necessary, I will be glad to work with whomever you designate to meet the deadline. Thanks.

25X1

Attachment

cc: D/L, w/att
C/OSB/SD/OL, w/att

25X1